

OUT PATIENT FACILITY SURVEY TOOL

FACILITY: _____ ADDRESS: _____ DATE/S: _____

ADMINISTRATOR: _____ TELEPHONE # _____ TASK ORDER or ID #: _____

SURVEYOR/S: _____ E-Mail/Web: _____ License #: _____

RULE	GUIDELINES	YES	NO	COMMENTS
<u>37.106.1001 MINIMUM STANDARDS FOR AN OUTPATIENT FACILITY</u> (1) Nursing services must be provided by or under the supervision of a licensed registered nurse.	Verify the licensure of the facility licensed registered nurses. Are the licensed current? May use Board of Nursing web site for verification.			
(2) Standing orders utilized for emergency or post-operative care shall be recorded in each patient's medical record and dated and signed by his licensed physician.	Are ALL standing orders dated and signed by the practitioner?			
(3) An outpatient facility shall maintain a medical record for each patient which includes, but is not limited to, the following information: (a) identification data; (b) chief complaint; (c) present illness; (d) medical history; (e) physical examination; (f) laboratory and x-ray reports; (g) treatment administered; (h) tissue report; (i) progress reports; (j) discharge summary.	Review a sample of each practitioner's records from the past 3-6 month period. Are (a) through (j) included?			